

TAB

DIR-7000

5 JUL 1972

MEMORANDUM FOR: Executive Director-Comptroller

Bill :

The attached paper raises one of the issues which must be settled en route to sizing the over-all information sciences training program. I believe that for FY 73 we are obligated to take such students as other USIB member agencies desire to propose for the courses run by our people at the DIS facilities, limited of course by the numbers the staffing will permit. I shouldn't think, based on past experience while DIS was running the program that the student load would exceed program and faculty capabilities.

FY 74 and beyond poses a different problem. The program we proposed was not approved at the original level or any others we suggested. We are looking to identify Agency requirements but we need answers:

a. Should we contemplate any non-CIA students in FY 74? If not, do USIB agencies have to receive additional notification? Does PFIAB have to be informed of the changes - by special notice or in the Director's annual report?

b. At what level should we try to peg the Agency program for FY 74 and beyond - general education for familiarization only for a broad population, incorporated into existing other OTR courses or expanded technical applications training for actual and potential users. Should we react or go for business? The amount which was left in the FY 74 program will not accommodate expanded technical applications training. We have to work more on requirements but a posture indication from you would be helpful to that effort.

25X1A



John W. Coffey

Att:

Memo from AD/IR to DD/S dtd 27 June 72
subj: Information Science Training for the
Intelligence Community

Approved For Release 2002/07/01 : CIA-RDP78-06207A000100040014-8

cc: AD/IR

D/IR

EXEMPT FROM GENERAL DECLASSIFICATION SCHEDULE
OF E. O. 11652
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27 JUN 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Information Science Training for
the Intelligence Community

REFERENCES : (a) PFIAB memo to the President, subj.:
U. S. Intelligence Community Capabilities
for Handling Intelligence Information, dtd
15 Jun 65

(b) CODIB-D-113/5.7, subj.: Systems Training
for Intelligence Personnel, dtd 2 Feb 67

(c) DCI memo to the Secretary of Defense, subj.:
Establishment of Training Courses at the
Defense Intelligence School in the Application
of Information Science Technology to Intelligence,
dtd 25 Mar 67

(d) Secretary of Defense memo to the Director, DIA,
subj.: Training of Intelligence Personnel in
Information Science Technology, dtd 13 Jun 67

(e) DIA memo, subj.: Establishment of the Informa-
tion Science Center, DIAJT, dtd 26 Dec 67

(f) DIA memo for the Chairman, USB, subj.:
Closure of the Information Science Center, dtd
3 Feb 72

(g) Ltr from Ex. Dir. -Compt., CIA, to DIA, dtd
23 May 72

1. This memorandum reviews the sequence of circumstances leading to the establishment of the Information Science Center on 26 December 1967, and the subsequent termination of support by the Defense Intelligence Agency, for

Subject: Information Science Training for the
Intelligence Community

the purpose of seeking clarification of its responsibilities, if any, of the Director of Training for providing information science training for non-CIA personnel of the Intelligence Community in the CIA managed courses planned for Fiscal Year 1973 and beyond.

2. Reference (a) stressed the need for improvement in the storage and retrieval of the intelligence product and recommended the training and retraining of personnel engaged in information-handling activities and in systems thinking and systems skills, suggesting that both senior administrative personnel and more junior operating people should acquire new abilities and attitudes to discharge the responsibilities associated with the enormous file and distribution system of the Intelligence Community. Reference (b) recommended a balanced program of university training, in-house data handling instruction and specialized courses at DIA applying information science technology to intelligence problems. Reference (c) requested DIA to develop specialized courses for personnel of the Intelligence Community. Reference (d) requested development of specialized courses by DIA, starting in FY 1969. Reference (e) established the Information Science Center at its Defense Intelligence School to develop information science courses in order to meet the requirements of the Intelligence Community. Reference (f) stated that it would be necessary to close the Information Science Center by 30 June 1972 due to Department of Defense budgetary cuts and reductions in other resources. It noted that DIA could arrange classroom space and faculty offices for a continuing program if other Intelligence Community members wished to provide funds or personnel. Reference (g) informed DIA that CIA desired to conduct under CIA management various information science courses at its Information Science Center in FY 1973 pending determination of longer-range requirements and a more permanent solution, thus accepting the DIA offer of facility support.

3. In the last 60 days negotiations have been completed with the Director, Defense Intelligence School for the scheduled use of their facilities in FY 1973 and the NSA has agreed to provide an instructor for the faculty. Program alternatives have been proposed and a reduced, but active information science program is to be undertaken in FY 1973. Guidance provided by the Executive Director-Comptroller suggests the desirability of bringing this program on CIA premises in FY 1974 with a greater emphasis on the needs for the training of CIA personnel.

Subject: Information Science Training for the
Intelligence Community

4. In view of the interests of the President's Foreign Intelligence Advisory Board in information science training for the Intelligence Community and the subsequent initiative of the Director of Central Intelligence in the establishment of a community center for this purpose, the Office of Training would appreciate additional guidance on the extent of its responsibility for training the personnel of other USIB agencies and departments in the CIA managed programs to be conducted in Defense Intelligence School facilities in FY 1973 and on Agency premises in FY 1974.

25X1A

Acting Director of Training

Atts

Refs a - g

13 July 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Information Science Training

REFERENCE : Memo to ExDir from DD/S dtd 5 Jul 72

1. In response to your request for guidance, I believe the following should be accepted as the guideline:

a. CIA should plan to operate an information science training program for CIA personnel only. We are not required to conduct a community service, and there are certain very distinct benefits in having an in-house operation which can be focused more on our particular needs.

b. Since this is an individual CIA activity, I see no need to involve the PFIAB at this stage, since it was DIA which terminated the community effort. Further, the PFIAB requirement was levied in 1965, at a time when information science capabilities were considerably less than they are in 1972.

c. The basic thrust of our program should be to familiarize a rather broad spectrum of our analyst, administrative, and operating personnel with techniques of information science which can make a direct contribution to the performance of their duties. I would hope, for instance, that you would indeed incorporate some actual machine handling into some of your other courses. I do not believe you need to go in for the highly specialized technician-level training, as I suspect to the extent this is necessary we can exploit industry or academic training capabilities.

| |
|----------------|
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2. With respect to the amount of investment we should make in this effort (whether to react or go for business), I would appreciate your contacting potential customers for an estimate of their interest in use, following which we can better make some overall judgments as to the total investment needed.

25X1A

W. E. Colby
Executive Director-Comptroller

Concur:

25X1A

cc: D/DCI/IC

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DTR-7516

12 MAY 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Information Science Training

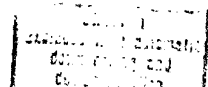
REFERENCES : (A) Memorandum for the Chairman, United States Intelligence Board, Closure of the Information Science Center, dtd 3 Feb 72
(B) Letter fm the ExecDir-Compt, CIA, to the Deputy Director, DIA, dtd 24 Mar 72
(C) Letter fm the Deputy Director, DIA, to the ExecDir-Compt, CIA, dtd 13 Apr 72

1. Paragraph 10 of this memorandum contains a recommendation for the approval of the Deputy Director for Support.

2. In March 1972 the Central Intelligence Agency offered to assume responsibility for operating the Information Science Center (ISC) and provide courses of instruction in the application of information science to intelligence for CIA and for other USIB member agencies (Reference B). In April 1972, the DIA responded with a confirmation of facility support for the program (Reference C). The transfer of responsibility to CIA was the consequence of budget and manpower cuts which forced DIA to terminate financial support of the ISC (Reference A).

3. The ISC courses have been unique in their purpose as the only courses in the Intelligence Community which focus entirely on the needs of intelligence professionals for training in the use and application of intelligence information systems. They emphasize the application of information science methods to the intelligence process and they are user oriented, enabling more intelligence professionals to make more effective use of existing powerful and costly information systems with potentials that cannot be exploited without extensive training.

4. It is planned that during FY 1973, and probably during part of FY 1974, the ISC will be operated on an interim basis using reprogrammed CIA funds, and physical facilities provided by the Defense



Intelligence School of DIA. These facilities include classroom and office space, and the DIA/OLS computer system terminals for student training. They are available on a limited basis, imposing some constraints on the number, scheduling, and length of courses which can be offered, the size of classes which can be handled, and the number of faculty and administrative personnel who can be assigned. The net effect of these limitations is that about twenty weeks of instruction can be offered annually in FY 1973. Although this will be a significant accomplishment of vital training, it is only a temporary expedient. Probable longer term training needs include facilities which can handle larger numbers of students and staff, and an expanded scope of courses. Initial course offerings planned for FY 1973 include:

| | <u>Weeks</u> |
|--|--------------|
| Application of Information Science to Intelligence Functions 4 weeks x twice annually | 8 |
| Survey of Intelligence Information Systems 3 weeks x twice annually | 6 |
| Management Science for Intelligence 1 week x twice annually | 2 |
| Participation in existing OTR courses 1 to 3 day blocks of instruction in such OTR Courses as the Senior Seminar x 2, Advanced Intelligence Seminar x 3, Mid-Career x 4, Intelligence Production x 2, and Intelligence and World Affairs courses x 3 | 4 |

20

The above schedule will accommodate about 160 students per year in six courses of one to four weeks. In addition about 250 students in twelve existing OTR courses can be given one to three days of information science training. The attached FY 1973 Financial Plan (Attachment A) supports the ISC Interim Program for FY 1973. Due to the lead times anticipated for funding, space, staffing and hardware-software acquisitions it probably will not be feasible to commence an accelerated program on Agency premises before 1 January 1974. Therefore, the FY 1973 level of course activity will probably prevail for the first six months of FY 1974.

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5. We anticipate that the current and continuing requirement of CIA and other agencies for training in the application of information science to intelligence is for a program with a student output at least three times the size of the Interim FY 1973 program. Also it will be necessary to expand the scope of course offerings to meet training needs in application areas which are not now covered. For example, the Information Handling Committee of USIB has approved a five week course in Information Science for Indications and Warning and Current Intelligence. There will be a great need to expand the scope of the one to three day blocks of training included in some existing OTR training courses. We anticipate possible requirements for additional Workshop Courses in Intelligence Information Systems, devoted to particular applications and areas of interest, a course in Computer Security, and, possibly, for a systems course for Finance and Budget Officers. Specifying and defining total CIA requirements for FY 1974 and beyond will be an early task for ISC assigned personnel in FY 1973.

6. For planning purposes we are estimating an approximate three-fold expansion in the number of course offerings for the second half of FY 1974, and beyond. This would provide for a total of 50 to 60 weeks of course scheduling per year with an output of about 500 students per year in courses of one to six weeks duration, and about 500 additional students per year in segments of OTR courses of one to three days duration. Course offerings for FY 1974 could include:

| | <u>Weeks</u> |
|---|--------------|
| Application of Information Science to Intelligence Functions 6 weeks x 3 annually | 18 |
| Survey of Intelligence Information Systems 3 weeks x 3 annually | 9 |
| Management Science for Intelligence 1 week x 3 annually | 3 |
| Systems Analysis for Intelligence 2 weeks x 3 annually | 6 |
| ADP Orientation 3 days x 4 annually | 2 |
| Workshop in Intelligence System Applications 3 weeks x 3 annually | 9 |

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Course offerings for FY 1974 (cont'd)

Participation in existing
OTR courses

1 to 3 days x 19 courses
(Senior Seminar x 2, Mid-
Career x 4, Advanced Intelli-
gence Seminar x 3, Intelligence
and World Affairs x 2, Intelli-
gence Production x 2) 8

Weeks

55

This FY 1974 Transition Program is supported by the attached FY 1974 Financial Plan (Attachment B) containing the funding necessary for the relocation of the programs to CIA premises.

7. Cost projections for a Continuing Program for FY 1975 through FY 1978 are contained in Attachment C. This envisages, for financial planning purposes, an annual level of effort approximating that outlined in paragraph 6 of this memorandum. We have insufficient data at this time to estimate the number of years of maximum effort required to fulfill CIA needs for user training. However, two-thirds of the annual cost of the Continuing Program is for personal services. Levels of effort and cost reductions can be achieved by adjusting the size of the staff to meet the level of effort dictated by requirements. A summary financial plan for FY 1973 through 1978 is submitted in Attachment D.

8. Under DIA management the ISC program was staffed at a level of twelve positions, eight professional and four administrative. We believe that we can undertake in FY 1974 and beyond a more comprehensive program reaching more students with a smaller staff. The level of programming outlined in paragraph 6 will require seven professional faculty members and three administrative-secretarial personnel as described in Attachment E. A further reduction in the size of the staff would necessitate a reduction in the scope of the program. If we are willing and able to admit a significant number of students from other agencies to selected courses it is possible that one or more of these agencies will be willing to detail a faculty member to the staff without charge to the CIA staff or contract ceiling. NSA has agreed to provide on detail a full-time faculty member for the FY 1973 Interim Program.

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9. It is our best estimate that the maximum Continuing Program described in the preceding paragraphs will require approximately 7850 sq. ft. of space. The break-down of this estimate is contained in Attachment F. If space can be provided in the Chamber of Commerce Building this estimate can be reduced by 4000 sq. ft., or a revised total requirement of 3850 sq. ft. Classrooms and seminar/work rooms are already available in the Chamber of Commerce Building on a scheduled basis. The selection of this building is even more logical when one considers the variety of other administrative and training support immediately available for this program without further duplication of staff, space and equipment.

10. I recommend that the program and plans contained in this memorandum be approved with the understanding that modifications in course scheduling, content and scope may be made upon completion of further detailed studies of the requirements of the various Directorates of CIA, but that such program adjustments will be accomplished within the financial limits outlined herein. It is anticipated that a review and analysis of CIA requirements can be completed by 30 November 1972.

25X1A

ROGH T. CUNNINGHAM
Director of Training

Atcs

APPROVED:

John W. Coffey
Deputy Director for Support

Date

Distribution:

Orig - Adso (Return to DTR)

2 - DD/S

2 - DTR (1 w/h)

2 - SIWA (w/h)

DTR/SIWA [] sks (12 May 72)

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INFORMATION SCIENCE TRAINING

INTERIM PROGRAM

FY 1973

Cost In ThousandsI. Personal Services:

Staff and Contract Salaries
for one faculty position for
seven months and three
administrative/secretarial
positions for a full year;
benefits.

\$ 53

II. Travel:

Student travel; staff travel
for I&W Course preparation,
professional meetings and
meetings with contractors.

3

III. Rentals:

Retention of GE time-sharing
back-up system at DIS facilities.

20

IV. Other Services:

Minor space alterations; guest
lecturers and consultants
honorariums and fees; bus
rentals for local travel.

13

V. Supplies and Materials:

Teletype paper, tape and ribbons;
training aids; microfiche supplies;
office supplies; text and reference
books; periodicals; commercial
information science instruction
material.

15

VI. Equipment

Projectors; vugraphs; furniture;

4

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Total FY 1973 Costs

\$108

TRANSITION PROGRAM

FY 1974

Cost In Thousands

I. Personal Services:

| | |
|---|-------|
| Staff and Contract Salaries for seven faculty and three administrative/secretarial positions for a full year; benefits. | \$218 |
|---|-------|

II. Travel:

| | |
|--|---|
| Student travel and staff travel; visits for course preparation; professional meetings; meetings with contractors. | 8 |
|--|---|

III. Rentals:

| | |
|--|----|
| Twelve time-sharing terminals for classified data base; six back-up terminals for unclassified data base; plotter; Xerox. | 41 |
|--|----|

IV. Other Services:

| | |
|--|-----|
| Space preparation in new facilities; guest lecturer and consultants fees; bus rentals for local travel; shielding for emanations. | 186 |
|--|-----|

V. Supplies and Materials:

| | |
|---|----|
| Teletype paper, tape and ribbons; training aids; microfiche supplies; office supplies; text and reference books; periodicals; commercial information science instruction material. | 30 |
|---|----|

VI. Equipment:

| | |
|--|----|
| Modems; cryptographic equipment; control units; training equipment; furnishings. | 74 |
|--|----|

Total FY 74 Costs

\$557

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CONTINUING PROGRAM

FY 1975 through 1978

Cost In Thousands
Per Fiscal Year

I. Personal Services:

Staff and Contract Salaries
for seven faculty and three
administrative/secretarial
positions for a full year;
benefits. \$223 *

II. Travel:

Student travel and staff travel;
visits for course preparation;
professional meetings; meetings
with contractors. 10

III. Rentals:

Twelve time-sharing terminals
for classified data base; plotter;
Xerox; six back-up terminals for
unclassified data-base. 51

IV. Other Services

Minor space alterations; guest
speaker and consultant honorariums
and fees; bus rentals for local travel. 22

V. Supplies and Materials

Teletype paper, tape and ribbons;
training aids; microfiche supplies;
office supplies; text and reference
books; periodicals; commercial
information science instruction
material. 30

VI. Equipment

Furnishings; training aids. 3

Total Average Fiscal Year Costs \$339
for FY 75, FY 76, FY 77, and FY 78

* Average Fiscal Year cost including benefits and annual 1% increase

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Attachment D

INFORMATION SCIENCE TRAINING

SUMMARY FINANCIAL PLAN *

FY 1973 through FY 1978

| | Interim Program | Transition Program | | Continuing Program | | |
|---|-----------------|--------------------|---------|--------------------|---------|---------|
| | FY 1973 | FY 1974 | FY 1975 | FY 1976 | FY 1977 | FY 1978 |
| I. Personal Services | \$ 53 | \$218 | \$220 | \$222 | \$224 | \$226 |
| II. Travel | 3 | 8 | 10 | 10 | 10 | 10 |
| III. Rentals | 20 | 41 | 51 | 51 | 51 | 51 |
| IV. Other Services | 13 | 186 | 25 | 21 | 21 | 21 |
| V. Supplies and Materials | 15 | 30 | 30 | 30 | 30 | 30 |
| VI. Equipment | 4 | 74 | 3 | 3 | 3 | 3 |
| Total Estimated Costs by Fiscal Years | \$108 | \$557 | \$339 | \$337 | \$339 | \$341 |

* In thousands of dollars.

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INFORMATION SCIENCE TRAINING

TABLE OF ORGANIZATION

FY 1974 through FY 1978

| <u>POSITION</u> | <u>GRADE</u> | <u>TOTALS</u> |
|--|--------------|---------------|
| Training Officer, Information Science, Chief | GS-15 | 1 |
| Training Officers, Information Science | GS-15 | 2 |
| Training Officers, Information Science | GS-14 | 3 |
| Training Officer, Information Science | GS-13 | 1 |
| Administrative/Training Assistant | GS-09 | 1 |
| Secretary | GS-07 | 1 |
| Secretary | GS-06 | 1 |
| Total Planned Incumbency | | 10 |

INFORMATION SCIENCE TRAINING

SPACE ESTIMATES

1 January 1974 through 30 June 1978

I. Classrooms and Seminar/Work Rooms:

| | | |
|----------------------------------|---|--------------|
| 1 Classroom, @1200 sq. ft. | = | 1200 sq. ft. |
| 1 Classroom, @2000 sq. ft. | = | 2000 sq. ft. |
| 4 Seminar/Work Rooms 400 sq. ft. | = | 1600 sq. ft. |

Total Classroom and
Seminar Rooms

4800 sq. ft.

II. Terminal Room(s):

18 terminals @75 sq. ft. each = 1350 sq. ft.

Total Space for Terminals

1350 sq. ft.

III. Office Space:

| | | |
|--|---|-------------|
| 1 Faculty @180 sq. ft. | = | 180 sq. ft. |
| 6 Faculty @120 sq. ft. each | = | 720 sq. ft. |
| 3 Admin/Secretarial @110 sq. ft. each | = | 330 sq. ft. |

Total Office Space

1230 sq. ft.

IV. Storage Space:

1 Storage Room @500 sq. ft. = 500 sq. ft.

Total Storage Space

500 sq. ft.

Total Space Required If
Outside Chamber of Commerce
Building

7880 sq. ft.

Total Space Required If
Inside Chamber of Commerce
Building

3080 sq. ft.

A

ATTACHMENT A

MEMORANDUM FOR: Senior Training Officers

SUBJECT : Information Science Training Program
for FY 1974

1. As the result of the recommendation in 1965 of the President's Foreign Intelligence Advisory Board (PFIAB), and a follow-up study by a USIB committee, the DCI requested the Department of Defense to develop and support a program of Information Science training for the benefit of all USIB agencies and departments. Thus, the Information Science Center (ISC) was established in 1967 at the facilities of the Defense Intelligence School (DIS). In 1970 CIA detailed two staff members to augment the faculty of the ISC. In early 1972 DIA announced that it would be necessary to withdraw their financial and personnel staffing support to this project because of heavy DOD budget cuts.

2. The Office of Training (OTR) has been tasked by the Executive Director-Comptroller and the Deputy Director for Support with the responsibility for salvaging sufficient ISC faculty, program and facility resources to permit a Information Science Training Program in FY 1973 and determining the Agency's longer range training requirements. Announcements of FY 1973 courses are being prepared and will be distributed this week. This program will contain a series of shortened and otherwise modified versions of recent ISC course offerings. Also, Information Science and Management Science subjects will be inserted in such key OTR programs as the Senior Seminar and the Midcareer, Intelligence Production, and Intelligence and World Affairs courses.

3. In FY 1974 we expect to improve and expand the inputs in OTR courses. Additionally, there may be a capability to provide separate courses in certain Information Science and Management Science subject areas. The courses under consideration are outlined in the Attachment. It is essential for planning purposes that we receive from your various offices their best estimates of participation in these programs.

SUBJECT: Information Science Training Program for FY 1974

4. Information Science may be defined as the body of knowledge and the methodology dealing with systematic and scientific solutions to intelligence and intelligence support tasks. It combines such approaches as Systems Analysis, Operations Research and Computer Operations, and such methods as Queuing, Network Analysis, Simulation, Linear Programming, Correlation and Regression Analysis, Statistics Modeling, and Probability. Management Science refers to the application of Information Science methods to the functions of planning, organizing, controlling and decision-making.

5. All instruction will be presented in intelligence and intelligence management contexts utilizing, if resources permit, a practical, "hands-on", computer terminal teaching approach. Course offerings will be designed for personnel at all levels who need to know the applications of Information Science to intelligence and intelligence support tasks, including the ability to interface effectively with specialists on information handling systems supporting, or otherwise affecting their responsibilities. As such these courses and course inputs are for the benefit of non-specialist systems users. They are not directed toward systems specialists.

6. If there are any questions with respect to the Attachment, please phone the Admissions, Information and Records Branch, OTR, Extension

7. We would appreciate your responses by 1 August 1972.

HUGH T. CUNNINGHAM
Director of Training

Att

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ATTACHMENT

MEMORANDUM FOR: Director of Training

ATTENTION : Admissions, Information and Records Branch
(OTR/ISS/AIR), Room 1036, Chamber of
Commerce Building

FROM : _____ (Office Concerned)

Listed below are the best estimates of this office of student enrollments in FY 1974 for the courses described:

| <u>Course</u> | <u>Number of Enrollments</u> <u>in FY 1974</u> |
|--|---|
| A. <u>Information Science for Intelligence</u> <u>(Functions Course)</u> | _____ |
| <p>A six-week course for professional intelligence personnel teaching skills in the applications of Information Science to intelligence collection, production and support tasks. It includes Systems Analysis, Computer Applications, and Operations Research Techniques such as Storage and Retrieval, Linear Programming, Queuing, Bayesian Analysis, Value Analysis, Probability, etc. The course is presented in the context of the intelligence collection, production and support functions of the Agency. Practical, "hands-on" teaching techniques are utilized. Two years intelligence experience is desired but not essential. An engineering or mathematics background is unnecessary. (Grade range -- GS-09 through 14)</p> | |

| <u>Course</u> | <u>Number of Enrollments in FY 1974</u> |
|--|---|
| B. <u>Management Science for Intelligence</u> | |
| A one-week course for middle and senior level managers emphasizing the applications of Information Science methods to management tasks. It teaches systematic and qualitative management methods. Course emphasis is on conveying to the student an appreciation of the capability, applicability and limitations of Management Science methods. The student is introduced to the use of computer terminal but skills are not developed. (Grade range -- GS-12 to 15. Special courses can be offered for grades GS-16, 17 and 18.) | |
| C. <u>Systems Analysis for Intelligence</u> | |
| A two-week course in Systems Analysis Techniques for intelligence professionals. It incorporates much of the Information Science material of the Functions Course (see paragraph 1, A) but is reduced in scope and depth. Practical exercises are utilized and elementary skills are developed. (Grade range -- GS-09 through 14.) | |
| D. <u>Survey of Intelligence Information Systems</u> <u>(Survey Course)</u> | |
| A three-week course for intelligence officers designed to provide an overview of the information handling systems of the various agencies of the Intelligence Community. It surveys the content, services, capabilities, and limitations of these systems. It includes visits to CRS, WPIC, DIA, and NSA. It teaches elementary skills in the use of storage and retrieval and on-line terminals and the application of these skills to intelligence tasks. (Grade range -- GS-09 through 15.) | |

| <u>Course</u> | <u>Number of Enrollments in FY 1974</u> |
|---|---|
| E. <u>Workshops in Intelligence System Applications</u> | _____ |
| Two or three week special courses designed to meet the unique Information Science training requirements of highly functional areas of application. These can be tailored to meet the such special needs as Indications and Warning, Finance, Current Intelligence, Clandestine Services. (Grade range --- as desired by customer office.) | |
| F. <u>Any Other Information Science or Management Science Course desired by customer office for non-systems specialist and non-technical personnel. (Describe)</u> | _____ |
| _____ | |
| _____ | |
| _____ | |
| _____ | |
| _____ | |
| G. Any other comments: | |
| _____ | |
| _____ | |
| _____ | |
| _____ | |
| _____ | |

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B

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SUMMARY
INFORMATION SCIENCE TRAINING REQUIREMENTS
FY 1974

| | INFORMATION SCIENCE FOR INTELLIGENCE (6 weeks) | MANAGEMENT SCIENCE (1 week) | SYSTEMS ANALYSIS (2 weeks) | SURVEY OF INFORMATION HANDLING SYSTEMS (3 weeks) | SPECIAL WORKSHOPS (2-3 weeks) | TOTALS |
|------------------|---|-----------------------------------|----------------------------------|---|-------------------------------------|--------|
| <u>DDI</u> | 23 | 62 | 42 | 49 | 24 | 200 |
| <u>DDP</u> | 2 | 3 | 1 | -- | 3 | 9 |
| <u>DDS</u> | 15 | 33 | 11 | 8 | 20 | 87 |
| <u>DDS&T</u> | 2 | 9 | 11 | 6 | 3 | 31 |
| <hr/> | | | | | | |
| TOTALS | 42 | 107 | 65 | 63 | 50 | 327 |

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DDI

INFORMATION SCIENCE TRAINING REQUIREMENTS

FY 1974

| | INFORMATION SCIENCE FOR INTELLIGENCE (6 weeks) | MANAGEMENT SCIENCE (1 week) | SYSTEMS ANALYSIS (2 weeks) | SURVEY OF INFORMATION HANDLING SYSTEMS (3 weeks) | SPECIAL WORKSHOPS (2-3 weeks) | TOTAL |
|--|---|-----------------------------------|----------------------------------|---|-------------------------------------|-------|
| SRS | 2 | -- | -- | -- | 2 | 4 |
| IRS | -- | 1 | -- | -- | -- | 1 |
| DCS | -- | 2 | -- | -- | -- | 2 |
| OER | -- | -- | -- | 5 | -- | 5 |
| OCI | 3 | 3 | 1 | 5 | 7 | 19 |
| CRS | 1 | 14 | 13 | 7 | -- | 35 |
| IAS | 8 | 10 | 6 | 2 | 1 | 27 |
| OBGI | 2 | 6 | 6 | 6 | 3 | 23 |
| OSR | 1 | 1 | -- | 2 | -- | 4 |
| NPIC | 6 | 22 | 13 | 21 | 9 | 71 |
| <div style="border: 1px solid black; width: 60px; height: 15px; display: inline-block;"></div> | -- | 1 | -- | 1 | -- | 2 |
| SSG | -- | 2 | 3 | -- | 2 | 7 |
| STATSPEC | | | | | | |
| TOTALS | 23 | 62 | 42 | 49 | 24 | 200 |

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D

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DDP

INFORMATION SCIENCE TRAINING REQUIREMENTS

FY 1974

| | INFORMATION SCIENCE FOR INTELLIGENCE (6 weeks) | MANAGEMENT SCIENCE (1 week) | SYSTEMS ANALYSIS (2 weeks) | SURVEY OF INFORMATION HANDLING SYSTEMS (3 weeks) | SPECIAL WORKSHOPS (2-3 weeks) | TOTALS |
|-------------------------|---|-----------------------------------|----------------------------------|---|-------------------------------------|--------|
| WH | 1 | 1 | 1 | -- | -- | 3 |
| EUR | -- | -- | -- | -- | -- | -- |
| NEA | -- | -- | -- | -- | -- | -- |
| FE | -- | -- | -- | -- | -- | -- |
| STATINTL <div></div> | -- | -- | -- | -- | -- | -- |
| CA | -- | -- | -- | -- | -- | -- |
| STATINTL <div></div> | -- | -- | -- | -- | -- | -- |
| MP | 1 | 2 | -- | -- | 3 | 6 |
| <hr/> | | | | | | |
| TOTALS | 2 | 3 | 1 | 0 | 3 | 9 |

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E

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DDS

INFORMATION SCIENCE TRAINING REQUIREMENTS

FY 1974

| | INFORMATION SCIENCE FOR INTELLIGENCE (6 weeks) | MANAGEMENT SCIENCE (1 week) | SYSTEMS ANALYSIS (2 weeks) | SURVEY OF INFORMATION HANDLING SYSTEMS (3 weeks) | SPECIAL WORKSHOPS (2-3 weeks) | TOTALS |
|--------|---|-----------------------------------|----------------------------------|---|-------------------------------------|--------|
| OS | -- | -- | -- | -- | -- | 0 |
| OC | 5 | 4 | 3 | 5 | -- | 17 |
| OMS | -- | 1 | -- | 3 | -- | 4 |
| OF | -- | -- | -- | -- | 20 | 20 |
| OL | -- | 4 | -- | -- | -- | 4 |
| OP | 6 | 10 | -- | -- | -- | 16 |
| OTR | 4 | 14 | 8 | -- | -- | 26 |
| <hr/> | | | | | | |
| TOTALS | 15 | 33 | 11 | 8 | 20 | 87 |

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F

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DDS&T

INFORMATION SCIENCE TRAINING REQUIREMENTS

FY 1974

| | INFORMATION SCIENCE FOR INTELLIGENCE (6 weeks) | MANAGEMENT SCIENCE (1 week) | SYSTEMS ANALYSIS (2 weeks) | SURVEY OF INFORMATION HANDLING SYSTEMS (3 weeks) | SPECIAL WORKSHOPS (2-3 weeks) | TOTALS |
|--------|---|-----------------------------------|----------------------------------|---|-------------------------------------|--------|
| OSA | -- | -- | -- | -- | -- | -- |
| ORD | 1 | 2 | 1 | 2 | 1 | 7 |
| OCS | -- | -- | -- | -- | -- | -- |
| OSI | -- | 4* | 8* | 1* | 1 | 14 |
| OSP | -- | -- | -- | -- | -- | -- |
| FMSAC | -- | 1 | 1 | -- | 1 | 3 |
| OEL | 1 | 2 | 1 | 3 | -- | 7 |
| TOTALS | 2 | 9 | 11 | 6 | 3 | 31 |

* Office estimate reduced by 50% on recommendation of EO/OSI